

**COUNTY BOARD STAFF/FINANCE COMMITTEES**  
**August 4, 2011**

**Call to Order.** County Board Staff Committee Chair Podzilni called the joint meeting of the County Board Staff Committee and the Finance Committee to order at 3 P.M. in Conference Room N-1/N-2, fifth floor, Courthouse – East.

**Committee Members Present** County Board Staff Committee – Supervisors Podzilni, Brill, Collins, Bussie, Jensen, Kraft, Peer, and Yankee. Finance Committee – Supervisors Mawhinney (3:10 PM), Beaver, Kraft, and Podzilni.

**Committee Members Absent:** Supervisors Arnold, County Board Staff Committee.

**Other County Board Members present:** None.

**Staff Members Present:** Craig Knutson, County Administrator; Randy Terronez and Nicholas Osborne, Assistants to the County Administrator; Jeff Smith, Finance Director; Sherry Oja, Senior Accountant/Assistant to the Finance Director; Ben Coopman, Public Works Director; Ron Burdick, Airport Director; Lori Williams, Parks Director.

**Approval of Agenda.** Supervisor Yankee moved approval of the agenda as presented, second by Supervisor Brill. ADOPTED.

**Citizen Participation, Communications and Announcements.** None.

**Approval of Minutes – July 6 and July 13, 2011.** Supervisor Jensen moved approval of the minutes for July 6, 2011 and July 13, 2011, second by Supervisor Collins. ADOPTED.

**Review and Discussion of Preliminary 2012 Budget Projections and Program Information – Public Works.** At this time Chair Podzilni turned the meeting over to Ben Coopman.

Mr. Coopman said a revised 2012 Parks Budget Decision packet had been handed out. He said the Public Works Department is made up of three divisions, Highway, Airport and Parks, with Finance/Clerical, Field Operations, and Shop Operations under the Highway Division.

Mr. Coopman said they have many of the same challenges they had the prior year and that they really were hit hard by the Budget Repair Bill. Some of the challenges they are facing are increased material costs, increased fuel costs, equipment and fleet reliability, reduced state and federal dollars, and tax levy caps which get tougher.

Mr. Coopman turned the meeting over to Ms. Williams.

Ms. Williams said her division is made up of one Community Coordinator, 2 ½ FTE patrol workers, a .5 seasonal, and a ¼ time secretary. The majority of the boat launch donations/fees come from Royce Dallman with anticipated total fees of approximately \$16,000.

Last year's parks attendance through reservations was 15,453, as of June 30, 2011 it was 15,268, and Sweet Allyn Park is the most used park.

Ms. Williams said the Parks Division has three budget areas: administration; operating and maintenance for 17 parks, 2 wildlife areas and 3 trail ways; and capital projects. The 2012 capital projects include: Turtle Creek Parkway building repairs for \$150,000; 2 new bathrooms at Lee Park for \$60,000; and land acquisition for \$50,000 for a total of \$260,000. The Parks operation budget includes: \$582,467 in expenses; \$82,020 in revenue; and a requested tax levy of \$500,447.

Ms. Williams presented a few options to achieve a 2% reduction: 1) To offset the Indianford Dam payment of \$50,000 to fund the payment out of another source such as Highway budget or the General Fund. 2) To implement a County wood harvesting fee or permit fee for woodcutting. Permit fees could increase the Parks revenue by approximately \$1,000 and woodcutting fees could increase the revenue by as much as \$5,000. 3) Eliminate trash collection in the parks and institute a carry-in / carry-out policy. This could save \$7,393 in expenses but could also affect the cleanliness of the parks. Also, there may be a contractual impact / buyout as this service is contracted through 2013. 4) Eliminate the seasonal position, which would decrease expenses by \$10,732. This would negatively impact the weekend coverage and customer service and increase the workload for patrol workers.

Ms. Williams went over some of the 2011 park improvements: purchase of burn supplies, garlic mustard control in Carver-Roehl Park, boardwalk and nature trail at Beckman Mill Park. They have had public programs such as school field trips for fishing, stream exploration and snowshoeing. Had a booth at the Rock County 4-H Fair, at the employee health fair, various senior fairs and presentations at local Optimist meetings to help increase exposure to the public. Three new restrooms will be installed in Magnolia Bluff Park at a cost of \$90,000, Carver Roehl entrance road paved for a cost of \$35,000, half of the playground equipment for Carver-Roehl Park at a cost of \$15,000, repaving of the parking lot at Murwin Park at a cost of \$50,000, building repairs at Turtle Creek Parkway at a cost of \$20,000, and dock replacement at Royce Dallman for a cost of \$15,000, which comes to a total of \$225,000.

Mr. Coopman turned the presentation over to Mr. Burdick.

Mr. Burdick said the Airport Department has 1 FTE Account Clerk II, 1 FTE Airport Maintenance Crew Leader, and 3 FTE Airport Maintenance Workers. Airport revenue is: 37% leases, 30% rent, 21% operational and 12% non-aviation. Operational revenue for 2011 consists of \$7,397 in landing fees and \$57,363 in fuel flowage fees. Leases have increased due to Helicopter Specialties. T-hanger rent has gone down due to removing old t-hangers. Non-aviation is the golf course and farmland rental and this we anticipate will be decreasing in 2012. We are looking at total Airport revenue for 2012 to be \$344,637, which is about \$10,000 less than in 2011.

Mr. Burdick said the Airport budget expenses consist of: Administration, which encompasses salaries, public liability insurance, training, and office supplies, for a total of \$238,768 for 2011. Operations: which include utilities, maintenance supplies, airfield lighting,

equipment repairs, machinery lease, and capital improvements, for a total of \$590,437 for 2011. Tax levy for 2011 is \$470,571.

Mr. Burdick said the 2012 Budget Request is: administration \$232,132, operation and maintenance \$542,344, and equipment rental \$70,000, for a total of \$844,476 in operating expenses. Revenues total \$344,637 with a total tax levy of \$499,839.

Mr. Burdick said to achieve a 2% reduction in tax levy from 2011 there are a few options: 1) Raise fuel flowage fees from \$.08 to \$.09 per gallon would be an estimated revenue increase of \$7,000, which will impact all Airport users. 2) Defer painting t-hanger buildings 6 & 7, which would be an estimated cost savings of \$8,900 and the impact would be further deterioration of the buildings surface. 3) Defer painting the beacon tower, with an estimated cost savings of \$4,050, and would cause further deterioration of the buildings surface (it has been 20 years since it was painted last). 4) Defer purchase of 20 foot airport ramp plow for an estimated cost savings of \$10,000. The 20 foot ramp plow would reduce the amount of time required to clear the large ramps for aircraft parking. 5) Reduce vegetation control by not mowing roadways, entrance roads and the Airport park and only mow the required areas within the Airport operations area. This would save an estimated equipment rental cost of \$31,900, but would impact the appearance of the Airport, increase hazardous wildlife activity, would be ideal habitat for rodent and insect population, which would attract raptors, gulls, other bird species, and predators such as coyotes. This could be a safety hazard. 6) Reduce winter maintenance of snow and ice control, limit overtime, closing non-essential runways and taxiways, limit access to ramps and facilities, limit snow removal on roads and parking lots. This would adversely affect the airport businesses and users. 7) Reduce staffing by 1 FTE Airport Maintenance Worker for a savings of \$62,200 (based on 2010 rates). This would have an adverse effect on operations by reducing the amount of maintenance, mowing and snow removal that is achieved by the current staffing levels, would increase complaints, negatively affect the general appearance of the airport, increase hazardous wildlife activity, and reduce the Airport's ability to provide a good faith effort on snow and ice removal while increasing the workload for the Airport's remaining staff.

Mr. Burdick said the 2012 Capital Improvement Projects are: Terminal building improvements phase 2 of 4 with the local share cost of \$125,000. Construction of new 10 unit hanger at a cost of \$600,000, which would take 19 years to achieve payback.

Mr. Burdick informed the Committees that the Southern Wisconsin Regional Airport has their own website at [www.jvlairport.com](http://www.jvlairport.com).

Supervisor Yankee said the Airport has had the request for t-hangers for a few years. Supervisor Bussie added that the t-hangers are very unattractive as they are at this time.

Mr. Coopman said Highway Division includes; financial/clerical, field operations, fleet operations, and secretary. There are just over 90 people in Public Works and 72 in the Highway Division.

Mr. Coopman said Highway Division operations include the State Trunk Highway system, County Trunk Highway system, and the Town Roads, of which the County contracts

with 13 of the 20 Towns. The largest cost is construction, and seal coating is the second largest cost.

Mr. Coopman said the Administrative Summary for 2011 Budget and 2012 Budget is: Revenue for 2011 is \$313,111 and for 2012 is \$293,900; Expenses for 2011 is \$7,315 and for 2012 is -0-. Maintenance and Construction Summary for 2011 and 2012 is: Revenue for 2011 is \$5,898,665 and for 2012 is \$2,387,092; Expenses for 2011 is \$7,465,464 and for 2012 is \$8,195,232. The Machinery Cost Pool for 2011 and 2012 is: 2011 \$371,254 and for 2012 is \$491,388. The Highway Levy for 2011 is \$1,692,857 and for 2012 is \$6,314,628.

Mr. Coopman said to achieve a 2% reduction from 2011 he has the following options: 1) cut \$1,561,124 of scheduled road construction in 2012, which would cut about 2 ¼ miles of scheduled road reconstruction either on CTH M in the Town of Johnstown or on CTH A in the Town of Janesville. 2) Use deferred financing and/or county sales tax revenue totaling \$2,021,876 to fund Federal Aid and County Road construction, which would mean the program request remains the same with alternative funding. 3) Cancel the Federal Aid project on Inman Parkway (CTH BT) in the Towns of Beloit and Turtle amounting to \$153,000 and will stop the project. The County and City will have to pay the design consultant fees and refund some costs incurred to the Department of Transportation for funds already spent on the project and the true savings may only amount to \$28,000. 4) Reduce other requested County road and bridge Federal Aid projects for a cost savings of \$32,000, and would defer projects to replace a bridge on CTH H in Hanover and install traffic signals on CTH G at Townline Road. 5) Implement a 4-day, ten-hour per day work week during the summer for a savings of \$50,000. This would reduce the travel to and from projects by 20%, thereby saving fuel, improves productivity by allowing for larger blocks of time to do projects, and requires all emergencies on Fridays to be paid overtime. 6) Charge Rock County Towns for supervision services related to town work to increase revenue by \$95,000. This would recoup costs for things like managing snow storms; answering calls such as downed signs, flooding, blocked roads, fires, etc.; evaluating town road problems, recommending/implementing solutions and preparing cost estimates; and issuing utility and driveway permits. 7) Defer outside contracted repairs to department trucks and equipment for a cost savings of \$100,000 and would reduce the longevity and reliability of the equipment. 8) Implement a County registration fee of \$10 per vehicle to increase revenue by \$500,000 and would raise the new general purpose revenue to fund road construction and maintenance.

Mr. Coopman said they have some tough decisions ahead depending on the outcome of the State Budget Bill. He said it sounds like the transportation aids will be reduced for many agencies, the rate per mile recipients will be treated first, and Rock County may have a reduction of \$185,800 in 2012. Mr. Coopman said it looks like Rock County will take a \$150,000-\$180,000 hit on the state and municipal work with the biggest hit from the towns. There are already two or three towns turning paved roads into gravel roads.

Mr. Coopman went over the positive and negative aspects of Rock County staying in the paving business.

Mr. Coopman showed pictures of some of the capital projects such as: the painting of the Public Works building, the new salt dome, replacement of rotten heater venting, replacement of rotten building supports, and replacement of bad rain gutters.

Supervisor Brill asked if they have the equipment to rip up, process and re-lay blacktop. Mr. Coopman said they are doing this now. The cost is about \$100,000 per mile, which is still about \$25,000 over resurfacing, but most roads are too bad to resurface.

Supervisor Bussie said Beloit already has a wheel tax and asked if a County Wheel Tax would be implemented if they would then pay it twice. Mr. Coopman replied yes.

Mr. Knutson asked about the County Trunk M project. Mr. Coopman said they will start the project later this month and maybe do about 2 miles starting from Milton. About 8 miles will be left with some parts needing complete reconstruction. Mr. Knutson said some of these roads were planned for Model A Ford trucks to be driving on them. Mr. Coopman added that many of the trucks driving on them now are 18-wheelers.

Mr. Knutson said on many of the town bridges the County has a 50% cost share.

**Next Meetings:** On August 15, 2011 the Sheriff's Office will be presenting and the meeting will be held in the Sheriff's Office conference room. This will be the final pre-budget meeting.

**Adjournment:** Supervisor Peer moved adjournment at 4:50 p.m., second by Supervisor Collins. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEES.**